

From: Executive Director

Sent: Tuesday, December 11, 2007 1:44 PM

To: +All HQ Employees

Subject: Building Update - December 11, 2007

As you know, we had some rather significant rain last week. I am asking that if anyone is aware of any leaks in the 450 N Street building to please let me know. The best way to pass along information regarding the building and any water intrusion issues is through the Occupant Survey posted on the Building Assessment webpage on the BOE website.

Progress is being made by DGS regarding containment and remediation plans for the 23rd, 24th and 22nd floors. As more definitive information is available we will pass that along to you.

As always, thank you for your assistance and cooperation throughout this process.